

Message

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**From:** Adkins, Norman [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=BC83A778BBF74E258AC90E183200FF4F-ADKINS, NOR]  
**Sent:** 11/29/2022 10:47:40 PM  
**To:** Hoff, Dale [Hoff.Dale@epa.gov]  
**Subject:** RE: ROM for CompTox Database Administration as a Service

Hi Dale,

ROM stands for Rough Order of Magnitude. It is just that initial rough estimate based on discussions, but can deviate. In this case, it is likely high as it is as needed.

Norman Adkins, CGFM, PMP  
Chief, Data Management and Mining Branch  
Office of Research and Development  
Center for Computational Toxicology and Exposure  
Office: (919) 541-0479  
Cell: Ex. 6 Personal Privacy (PP) 3

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**From:** Hoff, Dale <Hoff.Dale@epa.gov>  
**Sent:** Tuesday, November 29, 2022 5:09 PM  
**To:** Adkins, Norman <adkins.norman@epa.gov>  
**Subject:** RE: ROM for CompTox Database Administration as a Service

Norm,

What does the acronym ROM stand for in this context?

Dale

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**From:** Adkins, Norman <adkins.norman@epa.gov>  
**Sent:** Tuesday, November 29, 2022 4:26 PM  
**To:** Almodovar, Andrew <Almodovar.Andrew@epa.gov>  
**Cc:** Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>; Page, Alison <Page.Alison@epa.gov>; Hoff, Dale <Hoff.Dale@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>  
**Subject:** RE: ROM for CompTox Database Administration as a Service

Hi Andrew,

Than you for the follow-up. This remains under consideration, but we are still sorting through some budget analysis, etc. I hope to have an answer in the coming weeks. In the meantime, can we keep this action open? Thanks.

Norman Adkins, CGFM, PMP  
Chief, Data Management and Mining Branch  
Office of Research and Development  
Center for Computational Toxicology and Exposure  
Office: (919) 541-0479

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**From:** Almodovar, Andrew <Almodovar.Andrew@epa.gov>  
**Sent:** Tuesday, November 29, 2022 3:31 PM  
**To:** Adkins, Norman <adkins.norman@epa.gov>  
**Cc:** Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>; Page, Alison <Page.Alison@epa.gov>  
**Subject:** FW: ROM for CompTox Database Administration as a Service  
**Importance:** High

Good afternoon Norman.

Hope you are well. I have not received a reply from you concerning the ROM you requested. Could you please let me know if you approve to move forward or you decline.

Thanks,

Andrew Almodóvar  
IT Specialist (CustSprt)/TZ Billing Technical Manager  
OMS/OITO/EHD/ADHPCB  
U.S. Environmental Protection Agency  
Research Triangle Park, NC  
Phone# (office): 919-541-5756  
EPA Cellphone# Ex. 6 Personal Privacy (PP) 8  
Schedule: 7:00am – 3:30pm Mon.– Fri.

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**From:** Page, Alison <Page.Alison@epa.gov>  
**Sent:** Tuesday, November 29, 2022 3:14 PM  
**To:** Almodovar, Andrew <Almodovar.Andrew@epa.gov>  
**Cc:** Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>  
**Subject:** RE: ROM for CompTox Database Administration as a Service

Hi Andrew,

Has Norman provided any reply to your below email?

Thanks,  
Ali Page, PMP, ITIL 4, SA, CSM  
Middleware and Applications Manager  
Task 3 Program Manager  
GDIT Supporting ITS-EPA IV (MAINES) Contract  
79 TW Alexander Dr, Bld 4401, NC 27713  
(EPA Cell) Ex. 6 Personal Privacy (PP)  
(Personal Cell) Ex. 6 Personal Privacy (PP)  
[page.alison@epa.gov](mailto:page.alison@epa.gov)

**Upcoming Out of office:**

Wednesday, Nov 23 (after 11:00am)

Friday, Nov 25

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**From:** Almodovar, Andrew <Almodovar.Andrew@epa.gov>

**Sent:** Wednesday, November 09, 2022 2:39 PM

**To:** Adkins, Norman <adkins.norman@epa.gov>

**Cc:** Page, Alison <Page.Alison@epa.gov>; Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>

**Subject:** RE: ROM for CompTox Database Administration as a Service

**Importance:** High

Norman,

Have you had an opportunity to check this ROM? Please provide your approval/disapproval. If you have any questions please let me know.

Thanks,

Andrew Almodóvar

IT Specialist (CustSprt)/TZ Billing Technical Manager

OMS/OITO/EHD/ADHPCB

U.S. Environmental Protection Agency

Research Triangle Park, NC

Phone# (office): 919-541-5756

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**From:** Almodovar, Andrew

**Sent:** Thursday, October 27, 2022 10:40 AM

**To:** Adkins, Norman <adkins.norman@epa.gov>

**Cc:** Page, Alison <Page.Alison@epa.gov>; Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>

**Subject:** ROM for CompTox Database Administration as a Service

Good morning Norman,

Please see the below details regarding the unofficial rough order of magnitude for your **CompTox Database Administration as a Service**. The FY23 registration code is **TBD**.

**FY23 Support**

**The Contractor Team shall provide the following services:**

- All tasks listed in the Statement of Work provided by the customer (*details will be included in the official estimate*)
- Work with customer to connect to database environments and become familiar with databases to provide support (assuming 60 hours for first 3 weeks for 3 DBAs to get familiar)

- Support the databases listed by the customer (*list will be included in the official estimate*)
  - Until customer DBA is hired (assuming 3 months):
    - Provide Full Time DBA support (40 hours per week)
  - After customer DBA is hired (assuming 8 months):
    - Provide Part-time DBA support (25 hours per week)
    - Provide backbone support to any existing customer DBA
    - Provide support to long-running efforts
    - Provide patching and upgrades as required and within the agreed upon timeframes
      - Thursdays after 4pm EST – planned in advance
    - Provide outage support as requested (*severity definitions and tables will be included in the official estimate*)
  - Outage requests will be authorized by one of the following:
    - Norman Adkins
    - Amar Singh
    - Jim Renner
  - General requests will come from one of the following:
    - Norman Adkins: [adkins.norman@epa.gov](mailto:adkins.norman@epa.gov)
    - Jim Renner: [renner.james@epa.gov](mailto:renner.james@epa.gov)
    - [ccte\\_scdcd@epa.gov](mailto:ccte_scdcd@epa.gov) (via Jira Tickets)
- Management Duties (assuming 20 hours/month for 3 months, 10 hours/month for 8 months):
  - Create and manage JIRA board for all tasking
  - Provide customers access to JIRA board for requesting new work
    - NOTE: Once CompTox JIRA environment is migrated into EPA's shared environment we can work with Atlassian Admins to merge or integrate boards
  - Act as main customer contact for reporting any issues that arise
  - Budget monitoring, burn rate communications, and estimate updates as needed

**TOTAL FY23 Hours/Dollars ROM:**

Labor Hours: 1,480

Labor Dollars: \$217,997

**DISCLAIMER:**

This is an unofficial rough order of magnitude. Once approved, an official FY23 estimate will be delivered for approval and a TZDB Registration ID will be created in eBusiness.

Sincerely,

Andrew Almodóvar  
 IT Specialist (CustSprt)/TZ Billing Technical Manager  
 OMS/OITO/EHD/ADHPCB  
 U.S. Environmental Protection Agency  
 Research Triangle Park, NC  
 Phone# (office): 919-541-5756  
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